

Board Minutes April 11, 2018

**Salem City Board of Education
Salem, New Jersey 08079
Board of Education Meeting
April 11, 2018**

CALL TO ORDER: A meeting of the Salem City Board of Education is called to order at 6:02 P.M. in the Salem High School Library located at 219 Walnut Street in Salem, New Jersey 08079.

OPEN MEETING: Adequate notice of this meeting has been provided in the local news media and a place of public notice located at the Salem City Board of Education Office, 205 Walnut Street, Salem, New Jersey as required in the Open Public Meeting Act, Chapter 231, P.L. 1975.

FLAG SALUTE

Board Members

Carol Adams	Laquendala Bentley	Christopher Colon
Yuenge Groce	Heidi Holden	Joan Hoolahan
Rebecca Livingston (Absent)	Daffonie Moore (Arrived 6:10 PM)	Stephanie Walsh (Arrived 6:04 PM)

District Representatives:

Quinton: Alicia Sperry

Administrators:

Dr. Patrick Michel, Superintendent	Pascale DeVilmé, Principal Salem Middle School
Herbert Schectman, School Business Administrator	Pamela Thomas, Director of Special Services
Michele Beach, VP Salem Middle School	Linda Del Rossi, Supervisor of Literacy/SS PreK-12
Syeda Woods, Principal John Fenwick Academy	John Mulhorn, Principal Salem High School
Gia Guyton, VP of Early Childhood	Jordan Pla, VP Salem High School
Darryl Roberts, VP Salem High School	

OTHERS: Mr. Corey Ahart - Solicitor

AUDIENCE PARTICIPATION

Audience members attending Board of Education Meetings are permitted to voice their opinions on school related topics at specified times during the regular meeting. These times are included in the printed agenda for the meeting. Members of the public are encouraged to speak during the public portion of the meeting. Complaints stated, or actions requested by the public, will be taken under advisement by the Board for investigation, discussion, and action or disposition at a later time/date.

When addressing the Board of Education, please respect the following procedure:

1. Be recognized by the Board President.
2. State your full name and address before commenting.
3. Identify the resolution on which you will be commenting.
4. Wait to be recognized before making your comment(s).
5. Limit your comments to the specific resolution.
6. Time is limited to three (3) minutes per person.
7. If your questions or comments pertain to litigation, student or personnel items or negotiations, we would ask that you see the Superintendent after the meeting since we do not discuss these items in public.

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PRESENTATION

Students of the month for March, 2018:

Salem Middle School	Destiny Carr	Grade 5	Mr. Lindsay
	Jasalene Maldonado	Grade 8	Ms. Kettrell
John Fenwick Academy	Zaya Mendez	Kindergarten	Mrs. Terrell-Porter
	Solomon Lewis	Kindergarten	Ms. Livingston
Salem High School	Haley Callahan	Grade 11	Mr. Ferguson
	Aliyah Thomas	Grade 11	Ms. Jakub-Cerro

Staff Member(s) of the month for March, 2018:

Dwayne Humenik Salem Middle School Teacher of Health & Physical Education

PRESENTATIONS

1. Mr. Rob Notley – New Road Construction
2. Preliminary Budget Presentation

BOARD COMMITTEE REPORTS

Personnel Committee

- Approved recommendations in the agenda

Finance Committee

- There were no reports from the Finance Committee during this meeting.

Facilities Committee

- There were no reports from the Facilities Committee during this meeting.

Curriculum Committee

- There were no reports from the Curriculum Committee during this meeting.

PRINCIPALS'/ADMINISTRATORS' REPORTS AND COMMENTARY

JFA Commentary/Event Activities included: 4/4 National Walking Day, students walked to the track with Ms. McLaughlin to participate in National Walking Day. 4/16 Assembly "Aesops Bops" for Pre-K thru 2. 4/18 Family Fitness Night hosted by McLaughlin. 4/20 Assembly "When Marian Sang" K-2. 4/24 Spring picture day, students will be photographed by Lifetouch. 4/24-4/26 Parent Conferences were held.

SMS Commentary/Event Activities included: The Middle School's enrollment stands at 383 students. The Middle School continue to work toward their goal of higher achievement amongst students, and they're currently busy preparing for upcoming school events and the celebration of their graduating students. SMS teachers met with parents for the second day of Parent-Teacher Conferences and they had the opportunity to meet with parents of the Odyssey of the Mind Team. The team will be leaving for Ames, Iowa where the World Finals will be held on May 23rd and returning on May 26th. The week of April 16th began the PARCC testing for all grades at the middle school. Teachers have participated in their annual refresher workshop and students practiced logging into the system this week. The Middle is prepared to test over the course of the next six weeks. They have also planned several activities and recognition events during the month of May and the following will be recognized: Rite of Passage initiates, 3rd

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marking period VIP's, and the National Junior Honor Society members as well as candidates. The Middle School is very excited about the SMS choir and band will perform once again at the school on May 30th. The Middle School will also continue to compete and showcase student skills at the Annual PSE&G Math Showcase in the DuPont Field House of the Salem Community College. Students in grades 4th – 8th will represent the middle school.

SHS Commentary/Event Activities included: PARCC testing will be begin 4/16 and all testing will be completed by May 2nd. 4/19 The Small Ensembles Concert Coffeehouse was held in the Cafeteria. The April 2018 Junior Rotarians of the month, Kyla Avant and Shakir Nichols, will attend the Salem Rotary Club's weekly dinners at the Woodstown Diner this month. The student College Board continues to grow! Stop by and check it out in the main entry. ACT Prep classes are going very well and have been nicely attended. Practice Test #2 was given on Saturday, March 17th. The annual SHS prom date is May 4, 2018 with the theme of "Enchanted Evening." Prom-goers will enjoy a beautiful night of dinner and dancing at the Merighi's Savoy Inn, East Vineland from 7PM-11PM. A pre-prom celebration in the SHS auditorium will begin promptly at 5:15PM. The third marking period will end on April 12th and report cards are slated to be mailed the week of April 23rd. Spring sports are in full swing! The class of 2018 has been given their scholarship packets and is busy with their applications! The 143rd SHS graduation ceremony plans are well underway. Graduation date is Friday, June 15, 2018.

SUPERINTENDENT'S COMMENTS/REPORTS

- There were no comments or reports on behalf of the Superintendent during this meeting.

Motion (Colon/Bentley) Board approved regular and executive minutes of March 28, 2018 Board of Education meeting.

Motion approved by unanimous voice vote of 9-0-0; Ayes: Adams, Bentley, Colon, Holden, Hoolahan, Moore, Sperry, Walsh, and Groce Nays: 0 Abstain: 0

BOARD SECRETARY/BUSINESS ADMINISTRATOR REPORTS

Board Reports (Exhibit A)

Motion (Colon/Bentley) To approve the Board Secretary's reports in memo: #2-A-E-10/DIST*.

1. *Request Board approval of the transfer of the funds as previously approved by the Superintendent pursuant to 18A:22-8.1 for the month(s) of February, 2018.
2. *Pursuant to N.J.A.C. 6A:23A-16.10 (c) 3, I certify for the month ending February, 2018 no budgetary line item account has obligations and payments (contractual orders) which in total exceed the amount appropriated by the Salem City Board of Education pursuant to N.J.S.A. 18A:22-8.1 and N.J.S.A. 18A:22-8.2 and no budgetary line item account has been over-expended in violation of N.J.A.C. 6A:23A-16.10 (a) 1
3. In accordance with N.J.A.C. 6A:23A-16.10 (c) 2, it is certified that anticipated revenue has changed for the month ending February, 2018 as follows:

Hubert Schuch
Board Secretary

4/27/18
Date

4. *Treasurer's Report in accordance with 18A:17-36 and 18A:17-9 for the month of February, 2018. The Treasurer's Report and Secretary's Report are in agreement for the month of February, 2018 pending audit.
5. Pursuant to N.J.A.C. 6A: 23A-16.10 (c) 4, the Salem City Board of Education certifies for the month ending February, 2018 and after review of the Secretary's Monthly Financial Report and the Treasurer's Monthly Financial Report and upon consultation with the appropriate district officials, to the best of the Boards' knowledge, no major account or fund has been over-expended in violation of N.J.A.C. 6A:23A-16.10 (a)1 and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year.
6. To approve the Payment of Bills and Purchase Report:
From the General Account for Balance as summarized on attached board memo(s)
To approve Purchases Report for **March & April, 2018 \$185,269.60**

To approve Payment of Bills for **April, 2018**

General Account	\$878,319.70	Food Service	\$910.85
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Confirmation of payrolls for March 2018

<u>March 15, 2018</u>	General Acct. Transfer	\$690,090.35
<u>March 29, 2018</u>	General Acct. Transfer	\$828,873.27

Motion approved by unanimous voice vote of 9-0-0; Ayes: Adams, Bentley, Colon, Holden, Hoolahan, Moore, Sperry, Walsh, and Groce Nays: 0 Abstain: 0

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Miscellaneous

Motion (Colon/Bentley) Board approved: **#2-F-10**

1. Board approved the 2018-2019 Contract for participation in the Salem County Cooperative Transportation Program. The Gloucester County Special Services School District (Special Services School District) will administer a County Wide Cooperative Transportation Routing Service for homeless/nonpublic/special education/vocational transportation requests for students who need transportation. The Cooperative Transportation Program administrative fee for 2018-2019 will remain the same as it has been for the last 16 years – 7% of a district's portion of each cooperative route.
2. Resolved, the Board of Education authorized Herbert Schectman, Business Administrator, to submit the Corrective Action Plan to the NJ Department of Agriculture in response to the audit findings for the fiscal year ended June 30, 2017.
3. Board approved the service agreement with Jackson Lewis P.C. for Mr. Michael Friedman to conduct one-to-one Diversity/Sensitivity training with Ms. Lynne Chappell on June 13, 2018.
4. Resolved, the Board of Education authorized Herbert Schectman, Business Administrator, to submit the 2018-2019 Fresh Fruit and Vegetable Program Application for Salem Middle School and John Fenwick Academy. The FFVP provides funding for schools to serve free fresh fruits and vegetables to students during the school day, outside of regular meal times, and throughout the school year, frequently enough to use all of the designated funds.
5. Board approved the Salem County School Districts 2018-2019 Homeless Student Agreement. This agreement states that the district will not seek tuition for any resident student, excluding special education students, determined to be homeless in accordance with law from any school district in Salem County that has indicated its participation in the agreement.

Motion approved by roll call voice vote of 9-0-0; Ayes: Adams, Bentley, Colon, Holden, Hoolahan, Moore, Sperry, Walsh, and Groce Nays: 0 Abstain: 0

STUDENT MATTERS

Motion (Colon/Bentley) Board approved: **#4-A-10**

1. Board approved the following field trips:

Bells Market Northeast Philadelphia, PA Learn to read Russian signs and communicate with market owners in Russian	04/13/18 14 students	Ms. Yurchenko, Ms. Bergman 1 sub - \$125.00 15-140-100-101s-03-SHS 1 bus - \$220.90 15-000-270-512-03-SHS
Rutgers Business School Piscataway, NJ FBLA State Officer Board Meeting	04/20/18 1 Student	Ms. Landolfi 1 sub - \$125.00 15-140-100-101s-03-SHS 1 bus - \$220.90 15-000-270-512-03-SHS
Philadelphia Museum of Art Philadelphia, PA Art exhibit tour	05/01/18 30 students	Ms. Irvine, Ms. Pierangeli, Kimberly Sutton – parent Cost: \$7 per student raised by fundraising 2 subs - \$250.00 15-140-100-101s-03-SHS 1 bus - \$220.90 15-000-270-512-03-SHS

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<p align="center">Temple University Philadelphia, PA Math Olympiad Competition</p>	<p align="center">05/16/18 8 students</p>	<p>Mr. Lagakos 1 sub - \$125.00 15-140-100-101s-03-SHS 1 bus - \$220.90 15-000-270-512-03-SHS</p>
<p align="center">Salem Community College Carney's Point, NJ Commencement Ceremony</p>	<p align="center">05/16/18 40 Students</p>	<p>Mr. Kline No subs -- evening trip 2 buses - \$441.80 15-000-270-512-03-SHS</p>
<p align="center">The Main Event Gaming Center Newark, DE Positive Behavior Support in Schools</p>	<p align="center">05/16/18 30 students</p>	<p>Ms. Pla, Mr. Hunt, Ms. Unger 1 sub - \$125.00 15-140-100-101s-03-SHS 1 bus - \$220.90 15-000-270-512-03-SHS All fees to be paid through PBSIS fundraising</p>
<p align="center">Dutch Apple Dinner Theatre Lancaster, PA "Grease" on stage and lunch buffet *replaces NYC trip for Fine Arts Dept. typically scheduled for late March</p>	<p align="center">05/22/18 60 students and 10 parents</p>	<p>Ms. Murray, Mr. Kline, Mr. Mellon, Ms. Pierangeli, Ms. Irvine Cost: \$45.00 per person paid through fundraising -- parents responsible for their own ticket fee 4 subs - \$500.00 15-140-100-101s-03-SHS 2 buses - \$581.80 15-000-270-512-03-SHS</p>
<p align="center">Museum of Math New York, NY Visit museum</p>	<p align="center">05/23/18 30 students</p>	<p>Mr. Lagakos, Mr. Favat, Ms. Hudock Cost: \$412.50 per school (paid from IB student gifted and talented fund per Darryl Roberts) 2 subs - \$250.00 15-140-100-101s-03-SHS 1 bus - \$220.90 15-000-270-512-03-SHS</p>
<p align="center">Trenton North HS/Clarion Hotel/ Six Flags Music in the Parks Band and Choir adjudicated performances</p>	<p align="center">05/25/18 85 students</p>	<p>Mr. Kline, Ms. Murray, Ms. Clour Cost: \$65.00 per student (paid through fundraising) 2 subs - \$250.00 15-140-100-101s-03-SHS 2 buses - \$441.80 15-000-270-512-03-SHS</p>
<p align="center">Rotterdam, Netherlands IB Student World Conference Erasmus University</p>	<p align="center">07/27/18 -- 07/28/18 22 students SHS Rising Seniors</p>	<p>Ms. Pla, Mr. Hunt, Ms. Mutter, Ms. Lamont, Mr. Buck Cost of conference - \$875.00 per student x 22 students = \$19,250 5 chaperones: hotel \$4,585.80 15-000-240-800-03-SHS 27 persons airfare: \$1,208 x 27 = \$32,616.00 Acct: 15-401-100-800-03-SHS No subs -- summer session 2 buses - \$441.80 15-000-270-512-03-SHS</p>
<p align="center">Cape May Zoo Cape May, NJ Pride Day</p>	<p align="center">05/31/18 GSA -- 10 students</p>	<p>Ms. Jetter (volunteer), Ms. Thompson 1 bus - \$244.50 Parking - \$80.00 (required by the Zoo) 20-435-200-800-00-SP</p>

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Motion approved by unanimous voice vote of 9-0-0; Ayes: Adams, Bentley, Colon, Holden, Hoolahan, Moore, Sperry, Walsh, and Groce Nays: 0 Abstain: 0

Miscellaneous

Motion (Colon/Bentley) Board approved: **#4-B-10**

1. Board approved the following Special Education out of district via Early Intervention to be evaluated by the State of New Jersey due to her disability. Cost for the evaluations will be \$1,350.00, which includes Educational, Psychological, and Speech/Language. Will be deducted from State Aid.
Student ID #01300066
Account #11-000-565-100-00-BUS

Motion approved by unanimous voice vote of 9-0-0; Ayes: Adams, Bentley, Colon, Holden, Hoolahan, Moore, Sperry, Walsh, and Groce Nays: 0 Abstain: 0

Home Instruction: In/ Out of District/Residential

Motion (Colon/Bentley) Board approved: **#7-C-10**

1. Board approved the following students for home instruction:

Student ID	Health Care/Teacher	Costs (Prorated)	Dates	Account #
01210012	Dwayne Humenik	\$32.00/hour 10 hrs/wk	02/28/18-TBD	11-219-100-101-00-CST
01240164	Dwayne Humenik	\$32.00/hour 10 hrs/wk	04/09/18-TBD	11-219-100-101-00-CST

Motion approved by unanimous voice vote of 9-0-0; Ayes: Adams, Bentley, Colon, Holden, Hoolahan, Moore, Sperry, Walsh, and Groce Nays: 0 Abstain: 0

PERSONNEL

Employment

Motion (Colon/Bentley) Board approved: **#8-C-10**

1. Board approved the following substitutes for the 2017-2018 school year:
LaCoya Combs Salem Substitute Certificate
Sharen Cline* Salem Elementary School Teacher
*pending updated fingerprints
2. Board approved the employment of Ms. Jessica Dixon as a Dance Instructor at the Salem High School for the 2018-2019 school year. Ms. Dixon's salary will be \$55,424.00 (MA Step 4). Start date: September 1, 2018.
3. Board approved the employment of Ms. Lisa Moore as a One-to-One Instructional Assistant for Salem Middle School student #01250075 in a fifth grade MD classroom, effective April 23, 2018 through June 30, 2018. She will be paid \$20,851 (Step 7: Tier 2) per annum. This amount will be pro-rated for the 2017-2018 school year. In addition, Ms. Moore will be entitled to a \$500.00 per annum longevity stipend (pro-rated).
4. Board approved the employment of Megan Welch as an eighth grade mathematics teacher for the Salem Middle School effective September 1, 2018 through June 30, 2019. She will be paid (BA 01) \$52,024.00 per annum.

Motion approved by roll call voice vote of 9-0-0; Ayes: Adams, Bentley, Colon, Holden, Hoolahan, Moore, Sperry, Walsh, and Groce Nays: 0 Abstain: 0

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Financial Request

Motion (Colon/Bentley) Board approved: **#8-D-10**

1. Board approved the following stipend adjustment for the 2018-2019 school year:

IB CAS Coordinator (12)	\$1,250	Christine Cottman-Pierangeli	15-301-100-100x-03-SHS
IB CAS Coordinator (11)	\$1,250	Renee Murray	15-301-100-100x-03-SHS

2. Board approved the following employees' tuition reimbursement for the Fall/Winter Semester:

Dale Primas-Garner	\$2,550.00
Robin Winrow	\$1,252.10

3. Board approved the Credit Reinstatement Program for 10 days after school starting Monday, May 7, 2018 through Monday, May 21, 2018 from 2:45 pm to 4:45 pm. Students with 18+ unexcused absences will be required to attend this program.

The cost will be \$26.00/hour x 2 hours/day x 2 teachers/day x 10 days = \$1,040.00

Acct # 15-140-100-101S-03-SHS

Teachers: Ms. Hibbard and Mr. Lagakos = Full time teachers

Mr. Favat, Ms. Mace and Mrs. LoMonico = Substitute teachers.

Motion approved by unanimous voice vote of 9-0-0; Ayes: Adams, Bentley, Colon, Holden, Hoolahan, Moore, Sperry, Walsh, and Groce Nays: 0 Abstain: 0

Leave of Absence

Motion (Colon/Bentley) Board approved: **#8-E-10**

1. Board approved the following leave(s) of absence:

Leave of Absence	Type of Leave	Leave Request	Fed Med Leave (max 90 days)	Time usage of FMLA	NJ Family Leave (max 90 days)	Time Usage of FLA	Use of Sick Days	Use of Personal Days	Use of Vaca Days	Unpaid Leave	Est. Return Date
SL	Medical – Family	04/09/18-05/02/18	N/A	N/A	04/09/18-05/02/18	4 wks	N/A	N/A	N/A	04/09/18-05/02/18	05/03/18
KO	Intermittent – Medical	04/03/18-04/02/19	04/03/18-04/02/19	N/A	N/A	12 wks	Varies	Varies	N/A	N/A	N/A
CL	Intermittent – Medical	03/28/18-03/27/19	03/28/18-03/27/19	N/A	N/A	12 wks	Varies	Varies	N/A	N/A	N/A

Motion approved by unanimous voice vote of 9-0-0; Ayes: Adams, Bentley, Colon, Holden, Hoolahan, Moore, Sperry, Walsh, and Groce Nays: 0 Abstain: 0

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Curriculum /Professional Development

Motion (Colon/Bentley) Board approved: #11-10

1. Board approved the following out of district professional developments:

Staff Member	Building	Admin. Approving	Title	Date of Program	Location	Registration and Mileage Cost	
Karen Wright	JFA	Syeda Woods	Salem County School Counselors Association Meeting	04/20/18	Salem Community College	-0-	-0-
Karen Wright	JFA	Syeda Woods	Salem County School Counselors Association Most Improved Luncheon	05/24/18	Salem County Vocational Technical School	-0-	-0-
Betsy Tortella	SMS	Pascale DeVilme'	Mankwe Wildlife Reserve Volunteer – Rhinoceros Study	06/20/18-06/29/18	Northwest Providence, South Africa	-0-	-0-
Heidi Bower	SHS	John Mulhorn	2018 Adam Taliaferro Foundation Medical Symposium	05/08/18	Media, PA	\$50.00 415-402-100-500-03-ATH	\$20.08
Linda Barbara	JFA	Syeda Woods	34 th Annual Winners Workshop - 100+ Best Books for Children	05/17/18	Voorhees, NJ	\$209.00 15-190-100-610-01-JFA	-0-
Carla Kelley	JFA	Syeda Woods	34 th Annual Winners Workshop - 100+ Best Books for Children	05/17/18	Voorhees, NJ	\$209.00 15-190-100-610-01-JFA	-0-
Dale Garner	CST	Pamela Thomas	Community-based Instruction Program Showcase - 2018-2019	05/17/18	Cherry Hill, NJ	-0-	-0-

Motion approved by unanimous voice vote of 9-0-0; Ayes: Adams, Bentley, Colon, Holden, Hoolahan, Moore, Sperry, Walsh, and Groce Nays: 0 Abstain: 0

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Monthly Reports

Motion (Colon/Bentley) Board approved: #13-10

1. Board approved monthly reports for filing: (attached)

Motion approved by unanimous voice vote of 9-0-0; Ayes: Adams, Bentley, Colon, Holden, Hoolahan, Moore, Sperry, Walsh, and Groce Nays: 0 Abstain: 0

Miscellaneous

Motion (Colon/Bentley) Board approved: #15-10

1. Board approved Ms. Sharen Cline as a volunteer for the District to participate in special events, such as Book Fair, field trips, and field day.

Motion approved by unanimous voice vote of 9-0-0; Ayes: Adams, Bentley, Colon, Holden, Hoolahan, Moore, Sperry, Walsh, and Groce Nays: 0 Abstain: 0

EXECUTIVE SESSION

There was no Executive Session during this meeting.

ADJOURNMENT

Motion (Colon/Bentley) Board adjourned the April 11, 2018 meeting of the Salem City Board of Education at 7:19 P.M.

Motion approved by unanimous voice vote of 9-0-0; Ayes: Adams, Bentley, Colon, Holden, Hoolahan, Moore, Sperry, Walsh, and Groce Nays: 0 Abstain: 0



Herbert Schectman
Business Administrator/Board Secretary
HS/ta